

# EP tracking + reintegration

## Short description

**Start Date:** [dd.mm.yyyy]

**Planned End Date:** [dd.mm.yyyy]

**Time commitment:** 7 hours/weeks

- Updating matched EP's status on myaiesec.net
- Updating excel sheet with EP information
- Sending mails every month to ensure contact with EP's abroad and to identify/tackle potential problems
- Setting meeting with EP's when they return
- Reintegrating them into AIESEC VUB
  - Allocating them to teams
  - Involving them in activities

## Milestones

Dates, when certain results have to be reached

Date	Measure of Success	Milestone
14 Dec 08	Number of EPs contacted	

## Organisational Context

To which subsystems is my job related; to who am I accountable; for which parts of my job?

Interconnected with	Accountable to	Responsible for
VP TM	VP OGX	

## Requirements

### Required level of behaviours developed for this job role

Competencies	Little Evidence	Some Evidence	Regular Evidence	Strong Evidence
Self Awareness				
Personal Effectiveness		X		
Resilience				
Awareness of Others		X		
Inclusiveness		X		
Effective Communications				x
Developing Others			X	
Stakeholder Focus				X
Flexible Thinking				X
Innovation		X		
Commitment to results				x

## Development fields

Competencies	which can be developed at this job role
Self Awareness	X
Personal Effectiveness	Xx
Resilience	
Awareness of Others	Xx
Inclusiveness	Xx
Effective Communications	Xxx
Developing Others	X
Stakeholder Focus	
Flexible Thinking	Xx
Innovation	
Commitment to results	x